



COMMUNITY GRANTS PROGRAM POLICY

Policy Number C47
Council Meeting 26 June 2019
Agenda Item X.X
Next Review Date June 2023

Directorate
Department
Primary Author

Corporate and Community Services
Community Strengthening
Coordinator Community Strengthening

1. POLICY OBJECTIVE

Council strives to facilitate, plan and provide programs, services and opportunities that strengthen its communities. One of the most immediate ways Council seeks to do this is through its annual Community Grants Program, making funds available for a broad range of community initiatives across the municipality.

Funding will contribute to obtaining the outcomes of Council's strategic goals as outlined in the Council Plan.

2. POLICY SCOPE

Council may at its discretion, and in accordance with this Policy and the Guidelines, provide financial support to eligible community groups to strengthen South Gippsland communities. The direction of support will be to enhance the quality of life, heritage, recreation and cultural opportunities of the broader South Gippsland community. This program is secular and apolitical. The program funds specific initiatives, activities, events and programs.

2.1 The Community Grants program will provide:

1. Grants for a range of initiatives that support the achievement of the strategic goals and outcomes of the Council Plan and enhance the quality of life, heritage, recreation and cultural opportunities of the broader South Gippsland community;
2. A program that is flexible and responsive to the needs of the community;
3. A program that minimises the administrative burden on volunteers without undermining good governance and asset management principles;
4. Further opportunities to volunteer groups and organisations, which would otherwise have limited access to funds to expand or maintain community engagement within the community; and
5. Support to community groups to increase self-reliance without encouraging a relationship of dependence.

2.2 The Community Grants program will not fund:

1. Applications for programs or initiatives where Council considers the purpose of the program or initiative, or activities within it, is to advance the organisation's religious beliefs or political positions, irrespective of what those beliefs or



Attachment 3.1.1 positions might be. However, religious or politically affiliated groups may apply for grants for programs or initiatives that comply with this policy; Agenda - 26 June 2019

2. Commercial enterprises;
3. Applications by individuals other than where the individual is authorised to apply on behalf of a community group or organisation; and
4. Applications for activities or programs that are not based within the South Gippsland Shire or cannot demonstrate that they service a significant number of residents of the South Gippsland Shire.

2.3 Through the Community Grants Program:

Funding will be available under the following categories as determined in the guidelines:

1. Small Grants Program;
2. Emergency Grants Program;
3. Minor Projects and Equipment;
4. Events, Celebrations and Festivals;
5. Planning and Development Reports; and
6. Major Projects and Equipment.

The approval of funding allocations remains with Council. Council may, however, from time to time delegate this responsibility, either indefinitely or temporarily, to the Chief Executive Officer or his/her delegate. Such delegations are subject to any terms and conditions that the Council deems appropriate.

All applications are still subject to further evaluation by the Community Grants Program Assessment Panel and Council.

At the conclusion of the assessment of applications, a Council Report will be provided listing all successful and unsuccessful applications which will be made public after adoption by Council.

3. RISK ASSESSMENT

This policy:

1. Will provide transparency, openness and accessibility in respect of grant allocation and ensure best use of limited funds for community strengthening activity; and
2. Addresses the risk of Council assuming the responsibility for ongoing asset maintenance by requiring community groups to obtain evidence of approval from relevant authorities and/or land owners, and where appropriate, insurance and OHS policies and implementation.



4. ROLES AND RESPONSIBILITIES STATEMENT

1. Community groups wishing to apply for funding through the Community Grants Program need to comply with this policy's requirements and supporting Guidelines;
2. Council will allocate funds annually through the Budget process to support the Community Grants Program;
3. Council will endeavour to arrange for the education of Councillors and relevant staff of their responsibilities, for the allocation of the Community Grants;
4. Advertise the Community Grants Program and provide application forms, comprehensive guidelines and explanatory information on the Council website and means identified in the Community and Consultation Strategy Tool Kit; and
5. The promotion, assistance and administration provided by Council's Grants/Emergency Management Unit including community consultations.

5. POLICY DEFINITIONS

Council	South Gippsland Shire Council
Guidelines	A supporting document that outlines the eligibility criteria and requirements for applicants and details the processes for administering and allocating funds.
Beneficial Project / Activities	Elements of beneficial projects/activities are likely to give rise to sustainable outcomes for the community of South Gippsland Shire, be consistent with Council's broader strategic aspirations, and minimise the relationship of dependence on Council.

6. REFERENCE DOCUMENTS

Legislative Provisions, Standards, Guidelines and Principles

Local Government Act 1989 Sections 3C, 3D and 3E